

This form is only available from the
CCAP system used by the circuit courts.

In the Estate of Name of Decedent

**Notice To Make
Annual Filing
(Trust)**

Case No.: 2003PR123456T

NAME OF TRUSTEE
SECONDARY ADDRESS
PRIMARY ADDRESS
CITY WI 99321-1234

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Wisconsin Statutes require a testamentary trustee to make and file a verified account annually with the court.

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Please complete the enclosed Trustee's Account and file with the court by DUE DATE.

To complete this account:

*The beginning balance prints on Line 1 of the Summary on the enclosed account, based on the ending "balance on hand" from the last Trustee's Account (if the trust was created in the last calendar year, your starting balance is the inventory total).

*On schedule A, itemize all assets or income received during the period. This total should be transferred to line 2 of the Summary. Add this amount to Line 1, and print the total on Line 3.

*On schedule B, itemize all disbursements, distributions and losses incurred during the period. This total should be transferred to Line 4 of the Summary. Subtract this amount from the total in Line 3. The resulting balance should be inserted in Line 5. This is the **Ending Balance (Total Assets on Hand) at the end of the accounting period.**

*On Schedule C, itemize the assets in the estate. The **Grand Total** must match Line 5 of the Summary, **Ending Balance (Total Assets on Hand) at the end of the accounting period.**

Sign the Trustee's Account before a notary public.

Show all securities, evidences of deposit (passbooks, CD's, etc.) and investments to a Register in Probate or another person authorized by the court. Request that the authorized person sign the **Display and Verification of Assets** on the Trustee's Account.

Note: PR-1937 Trustee's Account is also available in a computer fillable format from the court website at www.wicourts.gov/circuit/advance_search.asp

Please complete all available fields and print the completed form.

Send the completed account to:Register Name
Register in Probate
Secondary Address
Primary Address
City WI 54321-1234
123-456-7890 ext. 9999